



**National Association of Community Development Extension Professionals
Board Meeting
February 21, 2024
12 noon - 1:30 p.m. ET**

Updated Zoom Link: <https://us02web.zoom.us/j/84817707331>
(Meeting ID: 848 1770 7331)
By Phone: 929-436-2866, 84817707331# or
301-715-8592, 84817707331#

Welcome/Call to Order ~ Michelle Eley

- The meeting was called to order at 12:02PM

Roll Call ~ Adriana (*"Audrey"*) Palmer

Michelle Eley	Crystal Tyler- Mackey	Eric Walcott
Audrey Palmer	Daniel Eades	Craig Carpenter
Jan Steen	Adam Hodges	Nate Peterson
Michael Dougherty	Nicole Walker	Donna Rewalt
Julie Daniels	Ricky Atkins	Scott Slattery
Steve Alessi	Karen Tanner	Amber Twitty

Agenda ~ Michelle Eley

- Daniel Eades moved to accept the agenda. Crystal Tyler- Mackey seconded. The agenda has been accepted.

Approve Minutes ~ Audrey Palmer

- There are no corrections. Minutes are approved.

Treasurer's Report ~ Daniel Eades

- \$150, 253 Total Assets, \$62,000 Endowment.
- End of the year spending is limited to regular organizational expenses.
- The budget that was developed was solid and in line with anticipated organizational expenses.
- Total organization expenses, \$55, 712 with a budget of \$59, 507. We had a small surplus of \$3,794.
- The approved conference budget had a built-in loss of \$10, 679.
 - We received more than 80K in sponsorship revenue and strong attendance.



- Conference revenues were \$22,805 above budgeted estimates, costs were about \$68,000 greater than estimated.
- Ending the year \$40,121 in the red.
 - Daniel is hopeful that sponsorships and memberships will continue the momentum.
 - Costs in Charleston are inexpensive with no unanticipated costs.
- Our normal policy is to take excess revenue and split between endowment and scholarships for following year. Given negative numbers, we won't have extra money for scholarships.

Approve Treasurer's Report

- Juliet Daniels moved to accept the Treasurer's Report. Crystal Tyler- Mackey seconded. The treasurer's report was accepted

President's Report ~ Michelle Eley

- We are at the midpoint of our year.
- She is appreciative of the work that each person is putting forth to push the organization forward.

The Association Source ~ Ricky Atkins, NACDEP Executive Director

- Report has been uploaded to memberclicks.
- The regional roster have been uploaded to memberclicks.
- There are 199 people who have paid 2025 dues to date.
- Communication: Calls for newsletters, elections, and awards all went out.
- He is working on redesigning the website.

Partner Reports

- Regional Rural Development Centers Representative - NERCRD – Stephen Alessi, Associate Director
 - They talked about organizing NPL Meeting at the conference. Will talk with the conference committee about time. Looking for 2 reps from each region to plan the meeting.
 - They discussed sponsorships for the conference
 - Western Center- Building and hiring for the center
 - Craig Carpenter doing a webinar in NorthCentral Center- They are looking at Redlining and housing specifically.

Upcoming Events

- NACDEP New Year- Crystal Tyler- Mackey
 - There will be a registration link with no fee.



- So far, we have 90 Registrants.
- We want all members and non-members to attend.
- We want to draw in old and new members in.
- The time allotted is 2 hours.
 - 1st Hour- NACDEP Business
 - 2nd Hour- Professional Development
- Regional Reps (1 Min or Less) will speak about updates from their region.
- NACDEP Virtual Background- Everyone will have the opportunity to have this background.

Conference Reports

- 2025 Conference – *Adam Hodges/Michael Dougherty*
 - Sessions
 - Avoiding issues with the new governor in West Virginia and his executive orders. Switching DEI titles to Cultural Competency.
 - Pre/Post Sessions-
 - They are still figuring this out with space
 - They can still be submitted
 - Team has great ideas that they are solidifying.
 - On the first night, they would like to have a reception in the Downtown Cener.
 - Have some great mobile workshops.
 - Will work on Booker T Washington site and clean it up before NACEP arrives.
 - West Virginia is diverse and will offer some unique experiences for NACDEP members.

Standing Committee Reports

- Nomination/Policy & Procedures Committee ~ Crystal Tyler-Mackey
 - Need to change some practices. There needs to be clarification for votes
 - We may need to look over policies and procedures as it relates to nominations and voting processes.
- Diversity, Equity & Inclusion (DEI) Committee ~ Amber Twitty
 - DEI Drop In- Feb 28th considering recent changes in West Virginia. Navigating current times
 - Supporting conference efforts for listening session
 - Want to present at the conference.
- Marketing Committee ~ Donna Rewalt
 - We were able to review the final logo set with variation of colors
 - Full Color Primary Logo
 - Stacked Text Logo
 - Horizontal Logo
 - Brand Standards- need board approval
 - Website Migration and Change in Price
 - https://drive.google.com/drive/folders/1ldM06vDO3F_4E3ty4iSAQsQOHOMS7w5?usp=sharing
 - Juliet Daniels made a motion to approve brand standards as presented with the change that was presented. Crystal Tyler- Mackey seconded. The standards have been approved for our logos.



- <https://artdemo.memberclicks.net/>
 - Migration Process costs \$1500 through memberclicks. It has gone up \$500+.
 - Crystal Tyler- Mackey made a motion to allocate \$1500 toward the website redesign and migration. Jan Steen seconded. We will allocate the funds toward the website redesign and migration.
 - We need to update committees on the website.
- Member Services Committee ~ Nicole Walker
 - First Timer's Orientation- Robby Moore had discussion and have a subcommittee to put together the agenda
 - Conference Buddy Mentor Program- Has a subcommittee committed to providing great experience, using past surveys.
 - Membership Surveys- May be able to connect with Donna
 - Scholarships we will be ready to support in terms of application and review of applications.
 - Member Services has a new co-chair, Ms. Kimberly Edmunds of Virginia Tech.
- Communications Committee ~ Gwynn Stewart
 - NP.NR.
- Finance Committee ~ Craig Carpenter
 - Daniel covered information
 - Looking for a new chair of the Finance Committee including a co-chair
- Recognition Committee ~ Eric Walcott
 - Reminder to get awards nominations in. Open for another month.
- Historian Report ~ Stacey McCullough
 - NP.NR.

Updates from Regions & Partners

- Northeast ~ Scott Slattery
 - Will meet next month and participating with conference planning committee and NACDEP New Year.
- North Central ~ Jan Steen
 - Set the date for the next meeting. March 6th 1PM-2PM CT. Sent reminders to region about all things NACDEP.
 - Created a 2026 Committee
 - Items for to give away and promotional items.
- Southern ~ Nate Peterson
 - Scheduling a meeting between the 24th and 31st between 11:30AM- 1:00PM CT
- Western ~ Julie Daniels
 - Hosted 3 working zoom sessions to encourage people to fill out awards and put in conference proposals.
 - Provided reminders regarding NACDEP Business
- 1890 ~ Iris Crosby
 - NP.NR.
- 1994/FALCON ~ Henri Thompson
 - NP.NR.
- Joint Council of Extension Professionals (JCEP) ~ Crystal Tyler-Mackey
 - ELC is coming up. 2nd ELC Rep, Robby Moore (West Virginia State University).
 - PILD is coming and wants to have good representation from NACDEP.



- JCEP is looking for a new contract management company.
- ELC ~ Karen Tanner; Robert Moore
 - ELC is coming up for February. There are 28 spots left.
 - They are opening up more rooms.
- PILD ~ Erin Ling; Novita Epps
 - JKNS
- Journal of Extension ~ vacant

Adjourn

The meeting was adjourned at 1:32 PM ET

Board meetings are by Zoom on the 3rd Friday of each month

START TIMES: 9 a.m. (PACIFIC) • 10 a.m. (MOUNTAIN) • 11 a.m. (CENTRAL) • noon (EASTERN)